

Location	Department	Volunteer duties not to include computer access
Charleston - biomed	Engineering	identify equipment expiration dates; control inventory
Charleston - inpatient units	Nursing Service	transport blood, transport patients; clean stretchers
Charleston Community Living Center	Nutrition & Food Service	late tray delivery, test trays, meal rounds, hand washing audits, set up and breakdown of tables for meals, menu selection, nourishment/snack carts delivery
Charleston Vet Center	Vet Center	various office work including making copies, answering phones, organizing outreach material
Trident VA clinic	Trident CBOC	appointment reminder calls, shadowing staff, calling patients to appointment rooms, distributing, sorting inter-facility mail, putting away supplies, <del>stocking treatment rooms</del>
Charleston - Ambulatory Care	Nursing Service	transport of patients to procedures, changing of linens, nourishments
Charleston - IT	Information Technology	inventory equipment
Charleston, Myrtle Beach	MyHealtheVet	Help Veterans enroll in online health management tool
Charleston	Emergency Room	wheelchair escort, lab runs, prepare equipment for next use
Charleston	Patient Escort	wheelchair escort, stretcher moves, lab runs

Charleston	Information Desk	Greet and guide visitors, issue wheelchairs
Charleston	Prosthetics	Mailouts, filing, help with delivery of wheelchairs and other Prosthetic items, minor assembling of Prosthetic items

Volunteer schedule	# of volunteers needed
M-F hours	2
Weekday mornings and evenings 7p-on	2
any time between 7a-6p. Meal times breakfast 7a, lunch 11a, supper 5p. 1-2 hours before/after those times are most needed	2
2 days per week 9:30a-2:30p; M- W	2
7:30a-4p clinic hours; if more than 1 volunteer, working opposite days	up to 3
M-F starting 7:30a	2
M-F hours	1
weekday business hours	2
weekday business hours	2
weekday business hours	2

weekday afternoons	2
weekday afternoons	2